
HOUSE BILL No. 1264

DIGEST OF INTRODUCED BILL

Citations Affected: IC 22-2-13.

Synopsis: Family leave requirements for certain small businesses. Allows an employee who works for an employer that employs at least 20 employees but not more than 49 employees to take family leave to be with the employee's child or spouse for prenatal preparations or for the birth, adoption, serious illness, or injury of the employee's child, or the illness or injury of the employee's parent or spouse. Protects an employee's employment and benefit rights. Requires the commissioner of labor to enforce these provisions.

Effective: January 1, 2002.

Day

January 9, 2001, read first time and referred to Committee on Commerce, Economic Development and Technology.

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Introduced

First Regular Session 112th General Assembly (2001)

PRINTING CODE. Amendments: Whenever an existing statute (or a section of the Indiana Constitution) is being amended, the text of the existing provision will appear in this style type, additions will appear in **this style type**, and deletions will appear in ~~this style type~~.

Additions: Whenever a new statutory provision is being enacted (or a new constitutional provision adopted), the text of the new provision will appear in **this style type**. Also, the word **NEW** will appear in that style type in the introductory clause of each SECTION that adds a new provision to the Indiana Code or the Indiana Constitution.

Conflict reconciliation: Text in a statute in *this style type* or ~~this style type~~ reconciles conflicts between statutes enacted by the 2000 General Assembly.

HOUSE BILL No. 1264

A BILL FOR AN ACT to amend the Indiana Code concerning labor and industrial safety.

Be it enacted by the General Assembly of the State of Indiana:

1 SECTION 1. IC 22-2-13 IS ADDED TO THE INDIANA CODE AS
2 A **NEW** CHAPTER TO READ AS FOLLOWS [EFFECTIVE
3 JANUARY 1, 2002]:

4 **Chapter 13. Family Leave**

5 **Sec. 1. As used in this chapter, "child" means an individual:**

6 **(1) who is:**

7 **(A) the biological child of an employee;**

8 **(B) the adopted child of an employee;**

9 **(C) the foster child of an employee;**

10 **(D) the stepchild of an employee;**

11 **(E) the ward of an employee; or**

12 **(F) placed in the proposed adoptive home of an employee**
13 **under IC 31-19-7; and**

14 **(2) who is either:**

15 **(A) less than eighteen (18) years of age; or**

16 **(B) mentally or physically incapacitated to the extent that**
17 **the individual is not self-sufficient.**



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1 **Sec. 2. As used in this chapter, "Christian Science practitioner"**
 2 **means a Christian Science practitioner who is listed in The**
 3 **Christian Science Journal.**

4 **Sec. 3. As used in this chapter, "commissioner" refers to the**
 5 **commissioner of labor.**

6 **Sec. 4. As used in this chapter, "employee" means an individual**
 7 **who:**

8 (1) **has been employed for at least twelve (12) months by an**
 9 **employer from whom family leave is requested under this**
 10 **chapter; and**

11 (2) **worked at least one thousand (1,000) hours for the**
 12 **employer in the fifty-two (52) weeks immediately preceding**
 13 **the week that the individual begins a period of family leave**
 14 **under this chapter.**

15 **Sec. 5. As used in this chapter, "employer" means:**

- 16 (1) **an individual;**
- 17 (2) **a partnership;**
- 18 (3) **an association;**
- 19 (4) **a limited liability company;**
- 20 (5) **a corporation; or**
- 21 (6) **a business trust;**

22 **that employs at least twenty (20) but not more than forty-nine (49)**
 23 **employees for each working day during each of twenty (20) or**
 24 **more calendar work weeks in the current or preceding calendar**
 25 **year. The term does not include a municipal corporation (as**
 26 **defined in IC 36-1-2-10).**

27 **Sec. 6. As used in this chapter, "family leave" means an absence**
 28 **from an employee's employment that is taken to carry out a family**
 29 **responsibility described in section 11 of this chapter.**

30 **Sec. 7. As used in this chapter, "health care provider" includes**
 31 **any of the following:**

- 32 (1) **A health care provider listed in the definitions set forth in**
 33 **IC 16-18-2-163.**
- 34 (2) **A Christian Science practitioner.**

35 **Sec. 8. As used in this chapter, "parent" refers to:**

- 36 (1) **a biological parent;**
- 37 (2) **a foster parent;**
- 38 (3) **an adoptive parent;**
- 39 (4) **a mother-in-law;**
- 40 (5) **a father-in-law;**
- 41 (6) **a stepparent; or**
- 42 (7) **a legal guardian.**

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1 **Sec. 9.** As used in this chapter, "spouse" means the individual to
 2 whom an employee is married.

3 **Sec. 10.** As used in this chapter, "work week" means:

- 4 (1) a calendar week;
 5 (2) a work week as defined in a labor contract; or
 6 (3) a work period consisting of a fourteen (14) day period if:
 7 (A) the employee is employed by a hospital or
 8 establishment engaged in the care of the sick, aged, or
 9 mentally ill; and
 10 (B) the employee is subject to overtime compensation
 11 under 29 U.S.C. 207(j).

12 **Sec. 11.** Subject to sections 12 through 25 of this chapter, an
 13 employee is entitled to take family leave from the employee's
 14 employment for any part of a day to do one (1) or more of the
 15 following:

- 16 (1) Receive prenatal care or counseling related to the birth or
 17 care of the employee's child.
 18 (2) Prepare for the birth of the employee's child during the six
 19 (6) weeks before the expected birth of the child.
 20 (3) Give birth to the employee's child or recover from or
 21 attend the birth of the employee's child.
 22 (4) Care for or visit with the employee's child or the
 23 employee's child's biological mother during the six (6) weeks
 24 after:
 25 (A) the birth of the child; or
 26 (B) the placement of the child in the employee's home by a
 27 court, licensed child placing agency, or a county office of
 28 family and children.
 29 (5) Attend:
 30 (A) legal proceedings;
 31 (B) interviews; or
 32 (C) counseling sessions;
 33 that are related to the placement of a child in the home of the
 34 employee by a court, licensed child placing agency, or a
 35 county office of family and children.
 36 (6) Visit or provide care and supervision for a child, parent,
 37 or spouse of the employee who suffers from an illness, injury,
 38 or other health or mental health condition.
 39 (7) Accompany the employee's child, parent, or spouse to an
 40 appointment with a health care provider.

41 **Sec. 12. (a)** This section does not apply to an employee who:

- 42 (1) is employed by a hospital or establishment engaged in the

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care of the sick, aged, or mentally ill;

(2) is subject to the overtime compensation under 29 U.S.C. 207(j); and

(3) works a work week, as defined in section 10(3) of this chapter.

(b) An employee may not take more than:

(1) eight (8) work weeks of family leave in a twelve (12) month period for the purposes set forth in section 11(1) through 11(5) of this chapter; or

(2) six (6) work weeks of family leave in a twelve (12) month period for the purposes set forth in section 11(6) through 11(7) of this chapter.

Sec. 13. (a) This section applies to an employee who:

(1) is employed by a hospital or establishment engaged in the care of the sick, aged, or mentally ill;

(2) is subject to the overtime compensation under 29 U.S.C. 207(j); and

(3) works a work week as defined in section 10(3) of this chapter.

(b) An employee may not take more than:

(1) four (4) work weeks of family leave in a twelve (12) month period for the purposes set forth in section 11(1) through 11(5) of this chapter; or

(2) three (3) work weeks of family leave in a twelve (12) month period for the purposes set forth in section 11(6) through 11(7) of this chapter.

Sec. 14. This chapter does not grant a right of family leave to an employee who is employed by the employee's parent, spouse, or child.

Sec. 15. This chapter does not mandate that salary or wages be paid to an employee on family leave unless the salary or wages are paid under any of the following:

(1) An agreement between the employer and employee.

(2) A labor contract between the employer and a representative of the employee.

(3) A policy of the employer.

Sec. 16. This chapter does not prohibit the employee from taking leave granted under any of the following:

(1) Another law.

(2) A contractual agreement between the employee and employer or a representative of the employee and the employer.

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(3) A policy of the employer.

Sec. 17. For purposes of calculating family leave taken by an employee under section 11 of this chapter, an employee shall be treated as taking family leave as follows:

(1) One-half (1/2) day of family leave if, during a day, an employee takes not more than three and three-fourths (3 3/4) hours of leave from work that the employer otherwise would have scheduled for the employee, excluding any period routinely authorized by the employer for meals or rest.

(2) One (1) day of family leave if, during a day, an employee takes more than three and three-fourths (3 3/4) hours of leave from work that the employer otherwise would have scheduled for the employee, excluding any period routinely authorized by the employer for meals or rest.

Sec. 18. If an employee intends to take family leave that consists of an absence from employment:

(1) for less than an entire workday; or

(2) to attend a scheduled appointment with a health care provider;

the employee must make a reasonable effort to schedule the family leave so that the leave does not unduly disrupt the employer's operations.

Sec. 19. (a) An employee must give reasonable advance notice to an employer of the following:

(1) The employee's intent to take family leave.

(2) The expected duration of the family leave.

(3) The purpose for which the employee intends to use the family leave.

(b) If the employee intends to extend a family leave beyond the time specified in the employee's initial notice, the employee shall notify the employer of the expected duration of the extended leave within a reasonable time after the employee discovers the need for the extended leave.

(c) If an emergency occurs that cannot be reasonably anticipated, an employee may comply with subsection (a) by giving an oral notice to the employee's employer within a reasonable time before or after the employee begins the family leave.

Sec. 20. (a) If an employee takes family leave under section 11 of this chapter for more than three consecutive (3) days that the employee has been scheduled to work, the employer may require the employee to provide certification:

(1) by the health care provider providing services as provided



in section 11(1), 11(3) or 11(7) of this chapter; or

(2) by a person involved in an activity described in section 11(5) of this chapter;

that is sufficient under subsection (b) or (c). The employee shall provide the employer with the certification not later than ten (10) days after the employee returns to work.

(b) This subsection applies if an employee takes family leave for a reason described in section 11(1), 11(3), or 11(7) of this chapter. The certification under subsection (a) is sufficient if the certification states the following:

(1) The name of the person who needs the employee's care and the relationship of that person to the employee.

(2) The reason for the family leave.

(3) The date the condition began that required the employee to take family leave.

(4) The probable duration of the condition.

(5) An estimate of the amount of time that the employee will need to care for the employee's child, spouse, or parent.

(c) This subsection applies if an employee takes family leave for a reason described in section 11(5) of this chapter. The certification under subsection (a) is sufficient if the certification states the following:

(1) The reason for the family leave.

(2) The location where the employee will attend the activity that is the reason for the family leave.

(3) An estimate of the amount of time that is required for the employee to attend the activity that is the reason for the family leave.

Sec. 21. (a) Family leave taken by an employee must be in compliance with the policy adopted by an employer under this section.

(b) An employer may adopt a written policy to govern the following:

(1) The scheduling of family leave for part of a workday under section 17 of this chapter.

(2) Notices to be provided under section 19 of this chapter.

The policy may not unreasonably interfere with the exercise of the family responsibilities described in section 11 of this chapter.

(c) Application of or granting leave under this chapter must be uniform to all of the employees of the employer.

(d) To be applicable to an employee, a written policy issued under subsection (b) must be conspicuously and continuously

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1 posted in the area in which the employee is routinely employed or
 2 disseminated to the employee in a manner reasonably intended to
 3 give notice for at least thirty (30) working days before the
 4 employee takes family leave to which the policy applies.

5 Sec. 22. (a) Except as provided in subsection (b), if an employee
 6 takes family leave in compliance with sections 11 through 21 of this
 7 chapter and subsequently returns to work, the employee's
 8 employer shall immediately do one (1) of the following upon the
 9 employee's return to work.

10 (1) Return the employee to the position of employment that
 11 the employee had before the employee took the family leave
 12 if the employer has not filled or eliminated the employee's
 13 previous position.

14 (2) Place the employee in another position of employment that
 15 provides compensation, benefits, working hours, working
 16 shifts, and other terms and conditions equivalent to the
 17 position of employment that the employee had before the
 18 employee took the family leave if the employer has filled the
 19 employee's previous position.

20 (b) If an employee returns to work before the end of the family
 21 leave that the employee specified in the employee's notice to the
 22 employer under section 19 of this chapter, the employer shall
 23 comply with subsection (a) within a reasonable time after the
 24 employee returns to work. A delay in compliance may not extend
 25 beyond the end of the family leave specified in the employee's
 26 notice.

27 Sec. 23. Except as provided in:

- 28 (1) section 24 of this chapter;
- 29 (2) an agreement; or
- 30 (3) an employer's policy;

31 an employee who is on family leave is not entitled to compensation,
 32 additional seniority, or any other benefit that the employee would
 33 be entitled to receive if the employee were available for work.

34 Sec. 24. During the time an employee is on family leave, the
 35 employer shall continue to provide group health insurance
 36 coverage on the same terms and conditions in effect at the time the
 37 leave began. For an employee who is required to make a
 38 contribution for participation in the group health insurance plan
 39 while the employee is not on leave, the employer shall make group
 40 health insurance premium contributions during the time the
 41 employee is on family leave only if the employee continues to make
 42 the required contributions while on leave.



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1 **Sec. 25. An employer and employee may agree to alternative**
 2 **employment conditions or terms during the time the employee is on**
 3 **family leave. An agreement under this section does not limit an**
 4 **employee's right to family leave.**

5 **Sec. 26. A notice in a form approved by the commissioner**
 6 **setting forth the rights of employees under this chapter must be**
 7 **conspicuously and continuously posted by the employer in the area**
 8 **in which the employee is routinely employed or disseminated to the**
 9 **employee in a manner reasonably intended to give notice.**

10 **Sec. 27. A person may not discharge or otherwise discriminate**
 11 **against a person who does any of the following:**

12 (1) **Opposes a practice prohibited under this chapter.**

13 (2) **Files a charge, institutes a proceeding, or causes another**
 14 **person to file a charge or institute a proceeding concerning**
 15 **the rights and duties under this chapter.**

16 (3) **Assists or intends to assist in an investigation or a**
 17 **proceeding concerning the rights and duties under this**
 18 **chapter.**

19 (4) **Testifies or intends to testify in an investigation or a**
 20 **proceeding concerning the rights and duties under this**
 21 **chapter.**

22 **Sec. 28. The commissioner may adopt rules under IC 4-22-2 to**
 23 **establish uniform standards to implement this chapter.**

24 **Sec. 29. The commissioner shall enforce this chapter.**

25 **Sec. 30. (a) A person who is aggrieved by an alleged violation of**
 26 **this chapter may file a written complaint with the commissioner**
 27 **not later than thirty (30) days after the earlier of the date that the**
 28 **person discovers or should have discovered the violation.**

29 (b) **If a complaint is filed with the commissioner under**
 30 **subsection (a), the commissioner shall investigate the complaint**
 31 **and attempt to informally resolve the complaint.**

32 (c) **If a dispute is not informally resolved within fourteen (14)**
 33 **days after the commissioner receives the complaint, the**
 34 **commissioner shall initiate a proceeding under IC 4-21.5-3-6 and**
 35 **adjudicate the complaint under IC 4-21.5-3. The commissioner**
 36 **shall join the complainant and each person who is alleged to have**
 37 **committed a violation under this chapter as parties to the**
 38 **proceeding. Unless the parties to the proceeding agree to a later**
 39 **date or the interests of justice require, the presiding officer in the**
 40 **proceeding shall schedule a hearing on the complaint to be held not**
 41 **later than sixty (60) days after the commissioner receives the**
 42 **complaint.**

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1 **Sec. 31. The commissioner may issue any reasonable order to**
 2 **remedy a violation under this chapter. The order may include the**
 3 **following:**

4 **(1) An order that the employee be reinstated in the employee's**
 5 **former position as described in section 22 of this chapter.**

6 **(2) A requirement that the violator reimburse the**
 7 **complainant for compensation and benefits lost as a result of**
 8 **the violation.**

9 **(3) A requirement that the violator pay the complainant for**
 10 **the reasonable attorney's fees incurred to bring the person's**
 11 **complaint and participate as a party in the informal and**
 12 **formal proceedings under this chapter.**

13 **(4) A requirement that the violator pay a civil penalty to the**
 14 **complainant in an amount not to exceed one thousand dollars**
 15 **(\$1,000).**

16 **SECTION 2. [EFFECTIVE JANUARY 1, 2002] (a) IC 22-2-13, as**
 17 **added by this act, does not excuse noncompliance with a provision**
 18 **of a collective bargaining agreement or other employment benefit**
 19 **program or plan in effect on January 1, 2002, that is not in**
 20 **substantial conflict with IC 22-2-13, as added by this act.**
 21 **IC 22-2-13, as added by this act, does not justify an employer in**
 22 **reducing employment benefits provided by the employer that are**
 23 **in excess of the benefits required by IC 22-2-13, as added by this**
 24 **act.**

25 **(b) This SECTION expires July 1, 2003.**

26 **SECTION 3. [EFFECTIVE JANUARY 1, 2002] (a)**
 27 **Notwithstanding IC 22-2-13, as added by this act, the commissioner**
 28 **of labor shall carry out the duties imposed upon the commissioner**
 29 **under IC 22-2-13, as added by this act, under interim written**
 30 **guidelines approved by the commissioner of labor.**

31 **(b) This SECTION expires on the earlier of the following:**

32 **(1) The date rules are adopted under IC 22-2-13, as added by**
 33 **this act.**

34 **(2) June 30, 2003.**

35 **SECTION 4. [EFFECTIVE JANUARY 1, 2002] (a) The**
 36 **commissioner of labor shall, before January 1, 2003, educate**
 37 **employers and employees, in a manner the commissioner**
 38 **determines to be appropriate, regarding the rights and**
 39 **responsibilities of employers and employees under IC 22-2-13, as**
 40 **added by this act.**

41 **(b) This SECTION expires January 1, 2003.**

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